

8 August 1979

Classification Review Procedure

CRP 79-35

REF: CRP 79-2
CRP 79-4
CRP 79-7
CRP 79-25
CRP 79-21

Stamps Authorized for Systematic Review

1. Four principal document stamps are authorized for systematic review, two applicable to CIA permanent records and two to be used on documents created by other government agencies if they contain CIA derivative information.

a. CIA documents:

(1) The stamp used on the vast majority of CIA permanent records is the basic reviewer's stamp. It is also used on documents created by foreign governments in accordance with CRP 79-21. It is as follows:

DOCUMENT NO. _____
NO CHANGE IN CLASS. ☐
☐ DECLASSIFIED
CLASS CHANGED TO: TS S C
NEXT REVIEW DATE: _____
AUTH: HR 70-2
DATE: _____ REVIEWER:

STATINTL

(2) When reviewers encounter CIA documents that contain information furnished by another government agency or information of concern to another agency, and if the document may be declassified from the CIA point of view (see CRP 79-2), the following stamp will be used:

DOCUMENT NO. _____
CIA HAS DETERMINED THAT THIS DOCUMENT
MAY BE DECLASSIFIED SUBJECT TO REVIEW
BY: _____
AUTHORITY: HR 70-2
REVIEWER: _____ DATE: _____

b. Documents created by another government agency, but containing CIA derivative material or information of concern to CIA (see CRP 79-4) will be stamped as follows:

(1) If the document must retain a classification:

THIS DOCUMENT CONTAINS INFORMATION
THAT THE CIA HAS DETERMINED MUST BE
CLASSIFIED AT THE LEVEL INDICATED:

TS S C

AUTHORITY: HR 70-2

REVIEWER: _____ DATE: _____

(2) If the document may be declassified:

THE C.I.A. HAS NO OBJECTION
TO THE DECLASSIFICATION OF
THIS DOCUMENT.

NOTE: Reviewer
should write in date.

No. _____

2. Reviewers will also require the following auxiliary stamps to be used as applicable in conjunction with one of the principal stamps:

a. For upgrading or classifying CIA documents in accordance with CRP 79-7:

ORIGINAL CL BY _____
☐ DECL ☐ REVW ON _____
EXT BYND 6 YRS BY _____
REASON _____

b. For identification of folders in accordance with CRP 79-25 and for stamping of control sheets removed from top secret documents that have been downgraded:

JOB # _____

BOX # _____

FOLDER # _____

TOTAL # CIA DOCS. HEREIN _____

c. For changing classification:

CONFIDENTIAL **SECRET**

(If Top Secret is needed, see an officer with TS classification authority)

d. For indicating location of the reviewer's stamp when first page is too crowded:

See Reverse for Declassification Action

3. If reviewers are lacking any of the above stamps, they should be obtained from the Information Control Assistant. The following stamp is obsolete and should be returned to the Information Control Assistant for destruction:

This document has been reviewed by the
CIA and a classification retained only
because it contains information received
from another government agency. The
document may be declassified subject
to approval by the other agency(s)
concerned.

Reviewer: _____ Date: _____



Chief,
Classification Review Division

STATINTL